

Item for "Notes from The Director":

#### COMMUNICATIONS

I have made a special effort to improve and increase the communication all up and down our chain of command. My meetings with various groups of employees confirm that we've had some success. I hope we can continue to improve the flow.

A recent incident suggests there can be chilling effects on the freedom and completeness of that flow, however. An anonymous letter reported to me that Agency managers had briefed a group I was to meet on what they should and should not discuss at our meeting. This certainly violates the spirit of our efforts to improve communications. Based upon an investigation by the Inspector General, no deliberate attempt to conceal facts from me was established, but the possible seriousness of this situation makes me want to mention it to you.

Issues and problems must be discussed openly and candidly between and among all levels of the Agency to assure that they are clearly defined and are brought to the attention of our managers. Employees are expected to bring problems to the attention of their supervisors, and every supervisor needs to solicit such information in order to make proper decisions. Only in this way can we maintain and improve on the high standards of our Agency.

2 January 1979

Approved For Release 2005/03/16 : CIA-RDP80B01554R003300300069-2

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#### SECURITY

I regret that I find it necessary to continue to harp on the subject of security. There is probably no single ingredient to intelligence that is more vital. In recent weeks, I have been required to exercise disciplinary authority in two cases where employees of the Agency have taken classified material out of our buildings and to their homes or other unauthorized places. One individual I suspended for 20 days without pay, equivalent to a loss of in excess of \$3500, and put on probation for one year; the other had already been disciplined but I also imposed probation for one year.

In both of these instances, the purpose was to accomplish work on off-duty hours. As commendable as these motives are, we cannot tolerate the risks that this practice presents to us. Let me emphasize that the risk is not only a physical compromise, but it is a risk of developing a general laxity in our security procedures. It is difficult to get individuals to be serious about the necessary control procedures within our very secure building if they recognize that their colleagues are knowingly taking sensitive documents to very insecure places. I must emphasize that such blatant disregard for sound security principles is simply not acceptable. Substantial financial penalties will be assessed as appropriate and as a minimum.

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